



MOVE IN/MOVE OUT POLICY

ABOUT THE POLICY

As community associations strive to maintain the quality, cleanliness, and financial health of their communities, one area that often goes overlooked is the impact of residents moving in and out. Without structure, frequent moves can cause unexpected wear and tear on common elements, improper waste disposal, and unanticipated costs for the association.

If your association has a large rental population and/or frequent moves within the community, we highly recommend adopting a Move In/Move Out Policy. The policy would outline clear procedures and responsibilities for owners, tenants, and community association managers during transitions in occupancy. A typical Move In/Move Out Policy includes:

- Completion of a move-in/move-out checklist;
- Notification to the association of scheduled move dates;
- Elevator use rules and scheduling, if applicable;
- Appropriate use of trash dumpsters, chutes and other such facilities;
- Payment of a refundable moving fee or damage deposit, in the event common elements are damaged; and
- Details as to when the damage deposit can be implemented for cleaning/repair costs.

WHAT WE CAN DO TO HELP

Altitude Community Law can draft a Move In/Move Out policy at a fixed fee for your association.

Contact us below for pricing, with questions, or if you would like to move forward with the recommended policy:



(303) 432-9999



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